

C O P Y

11 February 1953

MEMORANDUM FOR: 

25X1A

SUBJECT: Processing of Personnel Actions

1. At the DD/P Career Service Board meeting on 19 January 1953, it was decided that all personnel actions on DD/P personnel involving grade GS-13 and above will be processed by the Senior Staff Career Service Boards to the DD/P Board for review and final action.

2. Effective immediately, your Career Service Boards should be instructed to forward such personnel actions, with statement of Board recommendations, to the Chief of Administration for processing through the DD/P Career Service Board.

BY DIRECTION OF DD/P:

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cc: 

*Rw*